MINUTES

1. CALL TO ORDER
   Commissioner Randy Richard called the meeting to order at 10:07AM.

2. ROLL CALL
   Chairperson Randy Richard - Present
   Commissioner Chris Green - Present
   Commissioner Justin Whitlock – Present
   Commissioner Heather Larson – Present
   Commissioner Sara Nora – Arrived at 10:14AM

   Chappell Stewart, Planning & Zoning Administrator, was also present.

3. APPROVAL OF AGENDA – February 13, 2020
   Commissioner Whitlock made a motion to approve the agenda for February 13, 2020.
   Commissioner Green seconded the motion. P&Z Administrator Stewart took a vote and
   the motion carried.

4. APPROVAL OF MINUTES – January 21, 2020 - P & Z Special Meeting Minutes
   Commissioner Richard made a motion to approve the agenda for December 21, 2020.
   Commissioner Green seconded the motion. P&Z Administrator Stewart took a vote.
   Commissioner Larson abstained as she was absent from the January 21, 2020 meeting.
   The motion carried.

5. CURRENT ITEMS
   a. Consideration of Conditional Use Permit: Moore’s Carriage Service

      Chappell Stewart presented the Conditional Use Permit application to the
      Commission. Nick Moore was present on behalf of his request. Mr. Moore
      answered questions from the Commissioners and P&Z Administrator
      Stewart. The route is determined by the passengers and the carriage
      generally goes up and down Main Street or River Street. If ROVs are
      approved on Main Street, Mr. Moore does not foresee any problems with
the horse. Mr. Moore will stable the horse in Questa, NM. Mr. Moore ensured the Commission that he will take up the sandwich board sign up every evening. The Commission recommended the Conditional Use Permit be approved for 14 months through April 2021 so Mr. Moore can operate the carriage through the next holiday season and spring break 2021. Then the permit will need to be renewed annually thereafter.

Commissioner Green made a motion to approve the request and recommend for approval to the Town Council. Commissioner Larson seconded the motion. P&Z Administrator Stewart took a roll call vote. Chairperson Richard - yes, Commissioner Nora - yes, Commissioner Green - yes, Commissioner Whitlock - yes, Commissioner Larson - yes. The motion carried.

6. OTHER

P&Z Administrator Stewart provided an update to the commission on the dealings with the former restaurant building at 402 W High Street. The Town’s attorney sent a letter to the property owners asking them to by March 2, 2020 submit the vacant building registration, pay the registration fee, and provide proof of property insurance. The letter also stated that the owners must start the physical work as required by ORD 2019-05 start no later than May 31, 2020 and finish by October 32, 2020.

P&Z Administrator Stewart updated the on various enforcement issues around town.

P&Z Administrator Stewart asked when the Commissioners were available for a work session. The date agreed upon was February 18, 2020 at 10am. P&Z Administrator Stewart mentioned some of the topics the Commission should consider discussing during the upcoming work session.

7. ADJOURNMENT

Chappell Stewart, P&Z Administrator

Randy Richard, Commissioner